

MEETING PRACTICES

This workshop involves several brainstorming sessions. Brainstorming encourages coming up with a wide variety of perspectives and insights. What is true in one area or situation might be different from what is true in another area or situation.

There will be many opportunities for workshop participants to engage in group discussions. Participants are asked to agree to several key principles to help the meeting flow smoothly:

USE COMMON CONVERSATIONAL COURTESY

Don't interrupt; use appropriate language; no third party discussions, etc. This will be especially helpful for the recorder.

ALL IDEAS AND POINTS OF VIEW HAVE VALUE

You may hear something you do not agree with or you think is "irrelevant" or "inaccurate." Please remember that the purpose of the workshop is to share ideas. All ideas have value in this setting. The goal is to increase understanding. Simply listen. You do not have to agree, defend or advocate.

HONOR TIME

We have an ambitious agenda. In order to meet our goals, it will be important to follow the time guidelines given by the facilitator.

HUMOR IS WELCOME

AND humor should never be at someone else's expense.

SPELLING DOESN'T COUNT

Recent research indicates that writing on a vertical surface (like flipcharts or walls) actually increases the number of spelling errors.

CELL PHONE COURTESY

Most of the participants have important responsibilities outside of the meeting room. Please turn cell phones, or any other communication item with an on/off switch to "silent." If you must take a call, please step outside the room.

USE THE MICROPHONE

We are in a large room with varying acoustics. Please use a microphone so that others can hear you.

AVOID EDITORIALS

It will be tempting to analyze the motives of others or offer editorial comments. Please talk about YOUR ideas and thoughts.

BE COMFORTABLE

Please feel help yourself to refreshments or take personal breaks. If you have other needs please let the facilitator know.

WORKING IN GROUPS

You will spend some time working in groups. As a group you will be asked to develop and keep track of ideas, then make a report to the larger group. Each group will need:

Facilitators/ Leaders: One or more members should ensure that the group stays with the assigned task and that all participants have an opportunity to share ideas. This person and all group members should ensure use of the ground rules.



Recorder: Ideas will be shared on flipcharts. Information from the charts will be used to make reports AND used later to transcribe the proceedings of the meeting. Ask the facilitators if you need help with this.

Reporter: Someone will report on behalf of the full group.

- Will summarize table ideas from Flip Charts
- Must speak into microphone
- Limit presentation to time allotted

Time Keeper: All activities will involve specific blocks of time. In order to complete tasks, one group member needs to keep track of time.

Personal Worksheets: In addition to the group notes, you may wish to make more detailed individual or organizational comments. Extra worksheets will be available in each group to do this. These may also be turned in at the end of the workshop. If you are willing to include your name and contact information, it will help the person preparing the notes in the event they have questions.

Please indicate key events and milestones that have shaped Wild Horse and Burro Management in the United States, and your personal experience with wild horses and burros. Also include larger (overarching) events.

Level	Pre-1900s	1900s – 1960s	1970s - 2000	2001 - Present
Overarching	<p>1600s – Release/escape of Spanish horses within Mexico</p> <p>1680 – Pueblo Rebellion results in large numbers of Spanish horses in the Taos area.</p>			
Wild Horse and Burro Mgmt. Programs			<p>1971 – Wild Free Roaming Horse and Burro Act</p>	
Personal			<p>1987 – first upclose encounter with wild burros</p>	

TRENDS AND FACTORS

Working as a plenary:

Mapping Trends Affecting the Management and Comfort of Wild Horses and Burros

Purpose: Create the broadest possible social, economic, and technological context for discussion and conversation (i.e. get everybody talking about the *same* world).

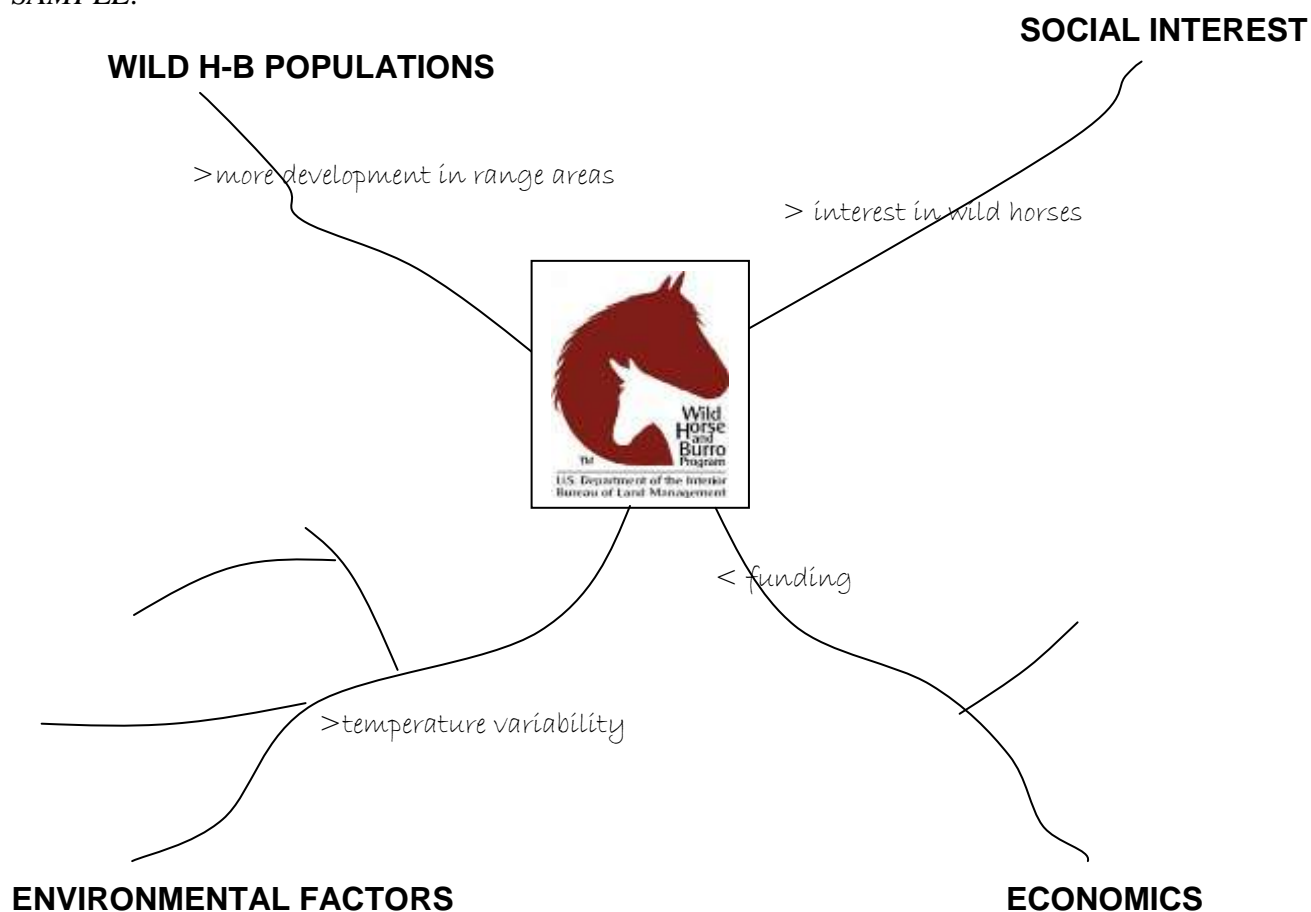
Question:

What are the present trends affecting the Wild Horse and Burro Adoption Program and the increased comfort of animals at the Palomino Valley Center?

Ground rules for mind-mapping--

1. A trend implies direction of movement, from more to less, less to more, greater to smaller, smaller to greater, and so on. We want to observe what is happening and defer judgment and analysis. (I.e. focus on describing the changes that are happening.)
 2. This is a group brainstorm--no evaluation or agreement is required.
 3. The person who names a trend says where it goes on the map. They also indicate if it is a category or part of a category.
 4. Opposing trends are OK when backed up by examples.
 5. Give concrete examples of your trends. Say **Who** and/or **What** leads you to your observation.
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SAMPLE:



BRAINSTORMING

Purpose: Obtain ideas for increasing the comfort of animals at the Palomino Valley Center. Suggestions might focus on:

- specific strategies or approaches
- potential for donated, discounted or volunteer construction time and materials
- desired outcomes/best practices

Question:

What suggestions or ideas would you like BLM to consider and keep in mind as they look at options to increase the comfort of animals during high temperatures?